

**MINUTES OF THE GROSSE POINTE CITY COUNCIL MEETING HELD IN THE CITY COUNCIL  
CHAMBERS, 17145 MAUMEE AVENUE, GROSSE POINTE, MICHIGAN ON  
MONDAY, MAY 19, 2008.**

The meeting was called to order at 7:00 p.m.

ROLL CALL

Present: Mayor Scrace, Councilmembers Parthum, Stempfle, Stevens, Walsh and Weipert

In Attendance: City Manager Dame, Attorneys Fildew and Kennedy, City Clerk Arthurs, Public Service Director Weitzel, Finance Director Johnson, Asst. City Manager Fincham, Public Safety Director Fox.

Motion by Council Member Stempfle second by Council Member Parthum to excuse Councilmember Pfaehler from the meeting due to personal reasons.

UNANIMOUSLY ADOPTED.

CONSENT AGENDA

Motion by Council Member Weipert second by Council Member Stevens to approve the Consent Agenda consisting of the following:

- a. Minutes from the regular City Council meeting held on April 21, 2008
- b. Invoices
  - a) Anderson Eckstein & Westrick - 2007 Sewer Cleaning & TV Inspection, S2 Grant, \$23,533.60
  - b) Tringali Sanitation - Curbside Recycling, March, 2008, \$5,088.
  - c) City of Grosse Pointe Farms - Purchase of Water, Revised Billing, July 1, 2007 through September 30, 2007, \$6,248.85
    - Purchase of Water, October 1, 2007 through December 31, 2007, \$70,322.91
    - Purchase of Water – January 1, 2008 through March 31, 2008, \$50,444.04
  - d) Grosse Pointes-Clinton Refuse Disposal - Refuse Disp., March, 2008, \$6,638.70
  - e) Inland Waters Pollution Control, Inc. - 2007 Sewer Cleaning & TV Inspection S2 Grant, \$17,400.16
  - f) Bell Equipment Company – Installation, Cart Tipper - Rubbish Packer \$5,443.25
  - g) Barton Malow Company - Progress Payment, Village Municipal Parking Structure, \$107,551.80
  - h) City of Detroit, Board of Water Commissioners - Sewage Disposal, March, 2008, \$54,101.87
  - i) Knapheide Truck Equipment - Equipment Installed on Parking Vehicle, \$7,415.
  - j) McKenna Associates, Inc. - Professional Planning Services, \$6,181.50
  - k) Raftelis Financial Consultants, Inc. - Water & Waste Water Rate Study, \$9,347.74
- c. Approval to set public hearing date for the Neff Road Pump Station improvements for Monday, June 16, 2008 at 7:00 p.m.
- d. Approval of administrative rules for the Storm Water Management Ordinance.

CONSENT AGENDA UNANIMOUSLY ADOPTED.

The Council now convened as the Zoning Board of Appeals.

Motion by Council Member Stempfle second by Council Member Weipert to remove the Zoning Board of Appeals hearing for 887 St. Clair from the table.

UNANIMOUSLY ADOPTED.

## ZONING BOARD OF APPEALS – 887 ST. CLAIR – HUXLEY

Mayor Scrace called to order the Zoning Board of Appeals to consider a variance request for 887 St. Clair (it was noted that this hearing was postponed at the March 17 meeting):

1. To waive the City requirement of a four-car garage per Section 90-156(4).

City Clerk Arthurs informed the Board that notice of public hearing had been given as required by PA 110 of the State of Michigan and Grosse Pointe City Ordinance, proof of which is on file in the official records of the City of Grosse Pointe.

It was noted that it has been the City's policy to insist on compliance with the Code with regard to garages unless practical difficulties in compliance can be demonstrated.

Brandon Rogers, City Planner reviewed his report. Mr. Rogers noted that he has reviewed the variance request regarding construction of a four car garage on a 50 ft. x 179 ft., R-1B zoned lot to serve a two family home built in 1922. The applicant has advised that they "want to extend the driveway into the backyard to provide parking for tenants". A 1994 inspection reflected that the property was used as a single-family residence at the time of inspection. The property, then zoned R-2 district, was subsequently converted to a two family property apparently prior to the adoption of the City's R-1B zoning in 2006. In 1994, the use of the property was a single-family residence without a two-car garage was likely a permitted non-conforming use because the property did not have a garage at the time of adoption of the City's zoning ordinance. However, an owner is not allowed to expand or change a non-conforming use without approval of the Zoning Board of Appeals. No such approval has been granted for the expanded two family use that requires a four-car garage. City zoning ordinance requires two parking spaces for each dwelling unit on the lot or a total of four garage spaces for a two family dwelling. For this case, if the garage is detached from the house, the proposed garage must observe a minimum 6 ft. setback from the rear lot line and a minimum of 3 ft. from any side lot line. Mr. Rogers concluded after a site inspection that it would be possible to build a 20 x 40 ft. detached four-car garage at the rear of the house complying with setbacks for an accessory structure. It was noted that no accessory buildings or vegetation are now in the rear yard. Lot coverage including a four-car garage would be 22.5% or under the 30% maximum in an R-1B district. Mr. Rogers noted that there is no practical difficulty or undue hardship under the current ordinance to justify a waiver of a four-car garage being placed on the lot. There is limited parking on St. Clair and it is an objective of the City to reduce parking congestion on the street.

Charles Berschback, attorney representing the Huxleys, presented an appeal of the requirement of building a four-car garage with supporting exhibits. Mr. Berschback explained that the Huxleys purchased the property as an investment in 1995 at which time the property was being marketed as a two family home. The majority of the code violations were completed with the exception of the garage and the home was rented out as a two family unit for several years. Although the 1994 inspection reports indicates the home is a single family dwelling, the owner did not modify the interior of the home maintaining a two family unit with a kitchen on the second floor with separate entrances. Mr. Berschback discussed the assessing field sheet dated July 1961 which shows the home as a 2 flat income. He answered various Board questions regarding the variance request.

The construction of a three-car garage to give the lower tenant 2 enclosed parking spaces and the upper tenant 1 enclosed parking space was suggested as a compromise by the Board. Discussion took place regarding the suggestion and Mr. Berschback indicated his clients would be willing to construct a three-car garage instead of a four-car garage.

City Attorney Kennedy quoted Section 90-129, Change of non-conforming use, of the City Zoning Ordinance which states "A nonconforming use may be changed to another nonconforming use of the same or greater restriction provided no structural changes are made in the building and provided that the board of zoning appeals shall determine that the proposed new use is equally appropriate or more appropriate to the particular neighborhood than the existing nonconforming use..." Mr. Kennedy discussed this section's applicability to the variance appeal.

Board discussion took place regarding the concern of setting a precedent for building smaller garages than what the ordinance specifies. Discussion took place pertaining to the rear lot coverage and the request to

keep green space in the rear yard. Further discussion took place regarding the non-conforming use of the dwelling and what size garage would be equally or more appropriate for the neighborhood.

Motion by Council Member Weipert second by Council Member Parthum to grant an appeal under Section 90-129 to allow two family occupancy provided that the construction of a three-car garage occurs within six months based on the following:

1. The inability to determine if the property changed from a two-family use to a single-family use.
2. The construction of a three-car garage is more appropriate to the neighborhood than the current non-conformance of no garage.
3. Limited space in the rear yard would require garage and concrete over most of the back yard if a four car garage was required. A three-car garage is more physically suitable.

UNANIMOUSLY ADOPTED.

#### ZONING BOARD OF APPEALS – 313 ROOSEVELT PLACE – DETTLOFF

Mayor Scrace called to order the Zoning Board of Appeals to consider a variance request for 313 Roosevelt Place:

1. Reduce the side yard setback from 9 ft. minimum required to 4 ft. on the south side (Jefferson).
2. Reduce both required side yard setbacks from 20 ft. to 6 ft.
3. Reduce the rear yard setback from 25 ft. to 2 ft.
4. Allow increase of lot coverage from 30% maximum allowed to 45%.

City Clerk Arthurs informed the Board that notice of public hearing had been given as required by PA 110 of the State of Michigan and Grosse Pointe City Ordinance, proof of which is on file in the official records of the City of Grosse Pointe.

Brandon Rogers, City Planner reviewed his report. He noted that the applicant proposed to build a 2 ½ story, two-car garage to be attached to an existing single family home on a 65 x 65 ft., R-1B district lot. The existing house has a 2 ft. west side yard, a 34 ft. east side yard on which an old detached one car garage was once located and a 10 ft. rear setback. The zoning ordinance requires a minimum 9 ft. side yard, a total of 20 ft. for both side yards, and a minimum rear yard setback of 20 ft. Lot coverage would become 45% with the proposed expansion versus 30% maximum allowable in an R-1B district. The proposed garage addition would be 20 ft. in height to the midpoint of the gable roof, or under a 35 ft. permissible height. Mr. Rogers recommended approval of the variances based on a finding of a clear practical difficulty to comply with ordinance standards owing to a very shallow lot (65 ft.) and the need to build an attached two-car garage on a narrow width lot (65 ft.).

Greg Dettloff, applicant and owner of 313 Roosevelt Place, was present and answered various Board questions. It was noted that the addition above the garage is attached with access to the stairs via a breezeway attached to the existing home. It was noted for the record that the homeowner intends to keep the use as single family residential.

Motion by Council Member Stempfle second by Council Member Stevens to grant the aforementioned variances for 313 Roosevelt Place.

UNANIMOUSLY ADOPTED.

The Board convened as the Planning Commission.

#### SITE PLAN REVIEW – SIGNAGE REQUEST – 383 FISHER RD. – JENNINGS DENTAL ASSOC.

City Planner Jackson made the following report:

Dr. William Jennings, applicant and owner of 383 Fisher Road, has proposed a new ground sign to replace the existing ground sign at the same location. There is heavy landscaping that exists around the sign and a raised planter area that limits visibility for a wall sign on the building. The ordinance does not permit ground signs in the C-1 district but per Section 585-5(d) the City Council could modify this requirement and permit a ground sign at this location. The proposed ground sign is 4 ft. 8 in. tall with a sign face of 6.5 sq. ft. Mr. Jackson discussed the sign's structure, materials and color. It was noted that no sign lighting is proposed. Due to the existing landscaping and raised planter area, a wall sign at this location would have limited visibility. The proposed ground sign would replace an existing ground sign at the same location. The City Planner recommends the City Council grant approval of the proposed ground sign subject to the applicant confirming that the proposed ground sign is the same size or smaller than the existing sign. It was requested that future applications for ground signs include a plan for landscaping in the area.

Motion by Council Member Weipert second by Council Member Parthum to approve the site plan for signage at Jennings Dental Associates, 383 Fisher Road subject to confirmation that the size of the proposed sign is the same or smaller than the existing sign and include landscaping subject to approval by City staff.

UNANIMOUSLY ADOPTED.

The Planning Commission reconvened as the City Council.

#### DISCUSSION OF MAUMEE AVENUE AND RIVARD INTERSECTION

Public Safety Director Fox made the following report:

In 2003, the blinking red light at Maumee and Rivard was knocked down because of a motor vehicle accident. Wayne County, which controls the signals in the City, did not replace the signal. A few residents in the area of the intersection have recently expressed concern regarding the safety of the intersection. The Public Safety Dept. has been in contact with DTE and Wayne County to again relay resident concerns. The Traffic Improvement Association was requested to study the intersection and provide crash/accident data from 2001-2007. A letter was sent to residents within a one-block radius of the intersection informing them of tonight's discussion of the TIA's recommendations. It was noted that DTE and Wayne County have agreed to put the light back up at no cost to the City of Grosse Pointe. There are sufficient funds budgeted to make the signage improvements recommended by the Traffic Improvement Association. Discussion took place regarding the recommendations of the TIA.

James Santilli, Traffic Safety Specialist and David Allyn, Engineering and Data Services, from the Traffic Improvement Association presented their report. The traffic crash history and intersection control beacons were discussed. The report recommended relocating and modifying existing signage and increasing the width of stop lines at the intersection. Discussion took place regarding the TIA report.

Motion by Council Member Weipert second by Council Member Parthum to upgrade the signage at the intersection of Maumee and Rivard according to the recommendations made in the Traffic Improvement Association report dated March 13, 2008.

UNANIMOUSLY ADOPTED.

#### ADOPTION OF 2008-09 BUDGET AND 2008 TAX RATE

Finance Director Johnson made the following report:

The proposed budget resolution adopts the City budget for the fiscal year July 2008 – June 2009, sets the tax rate and establishes tax administration requirements. It sets forth a summary of each fund in the proposed budget and the estimated taxable value of \$399,805,620, an increase in taxable value of \$3,520,732 over fiscal year 2007-08. The City's property tax millage for this budget is 13.0 mills for City operations and .50 mills for the Pool Bond Debt.

Motion by Council Member Weipert second by Council Member Stevens that the following resolution be adopted:

WHEREAS, the budget has been reviewed by the City Council and a public hearing thereon was held Monday, May 12, 2008 and

WHEREAS, the taxable valuation of real and personal property in the City has been established to be \$399,805,620 now therefore be it

RESOLVED, that the budget of the City of Grosse Pointe for the fiscal year beginning July 1, 2008 and ending June 30, 2009 is hereby determined and adopted as follows:

<b><u>GENERAL FUND</u></b>	<b>Actual 2006-2007</b>	<b>Budget 2007-2008</b>	<b>Budget 2008-2009</b>
<b>REVENUES &amp; FEES</b>			
Property tax	5,329,800	5,441,235	5,409,960
State Shared Revenues	509,132	488,900	489,400
Charges for Svc & Svc to Other Funds	630,963	628,380	771,895
Use of Money & Prop (other rev)	619,751	416,400	448,700
Licenses and Permits	66,594	98,840	86,275
<b>Total Revenues &amp; Fees</b>	<b>7,156,240</b>	<b>7,073,755</b>	<b>7,206,230</b>
<b>EXPENDITURES</b>			
<b><u>Departmental Operating Costs</u></b>			
Public Safety	3,131,596	2,912,848	3,024,857
Public Works	1,135,140	1,227,546	1,205,793
Parks & Recreation	594,836	668,784	688,108
Finance & Assessing	245,893	272,072	274,417
City Administration	178,633	204,567	209,396
Gen'l City Oper./Human Resources	159,829	198,786	194,592
Court	140,754	170,063	170,863
Professional Services	160,487	180,000	152,500
Inspections	101,090	116,542	128,501
City Clerk & Elections	79,531	93,912	96,843
Legislative	18,648	15,500	15,500
<b>Total Departmental Operating Costs</b>	<b>5,946,437</b>	<b>6,060,620</b>	<b>6,161,369</b>
<b><u>Transfers to Other Funds</u></b>			
Capital Projects Fund	68,065	264,500	166,976
Public Improvements/Other	-	75,107	165,234
Highway Fund	630,000	490,096	519,721
General Debt Fund	186,956	171,525	188,775
<b>Total Transfers to Other Funds</b>	<b>885,021</b>	<b>1,001,228</b>	<b>1,040,706</b>
<b>Total Cash Outlays</b>	<b>6,831,458</b>	<b>7,061,848</b>	<b>7,202,075</b>
<b>Operating Effect General Fund Balance</b>	<b>324,782</b>	<b>11,907 est.</b>	<b>4,155</b>

	<b>Actual 2006-2007</b>	<b>Budget 2007-2008</b>	<b>Budget 2008-2009</b>
<b>REVENUES &amp; FEES</b>			
General Fund	7,156,240	7,073,755	7,206,230
Water & Sewer	2,093,128	2,758,735	2,406,400
Major & Local Streets	955,711	798,096	835,321
Parking	1,946,758	821,000	610,000
Marina	161,507	162,400	167,640

General Debt Fund	381,671	373,175	388,675
Capital Projects		340,970	209,576
Drug Forfeiture	37,616	6,000	15,000
<b>Total Revenues &amp; Fees</b>	<u>12,732,631</u>	<u>12,334,131</u>	<u>11,838,842</u>

**EXPENDITURES**

**Operating Expenditures**

General Fund	6,831,458	7,061,848	7,202,075
Water & Sewer	1,385,002	1,631,391	1,788,175
Major & Local Streets	542,959	532,096	546,996
Parking	474,778	507,597	556,481
Marina	134,446	153,145	155,806
Drug Forfeiture	19,590	14,175	-
<b>Total Operating Expenditures</b>	<u>9,388,233</u>	<u>9,900,252</u>	<u>10,249,534</u>

**Capital Expenditures**

Capital Projects	-	332,970	321,100
Water & Sewer	-	892,455	618,000
Debt Repayment	381,671	373,175	388,675
Major & Local Streets	424,472	266,000	288,325
Parking	-	92,050	35,000
Drug Forfeiture Fund	-	16,000	50,900
<b>Total Capital Expenditures</b>	<u>806,143</u>	<u>1,972,650</u>	<u>1,702,000</u>

<b>Total Expenditures</b>	<u>10,194,376</u>	<u>11,872,902</u>	<u>11,951,534</u>
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<b>Net Effect to All Funds</b>	<u>2,538,255</u>	<u>461,229</u>	<u>(112,692)</u>
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RESOLVED FURTHER, that there is hereby levied a general tax as herein fixed in the amount of 13.50 mills on the taxable valuation for the purpose of meeting operating, debt and rubbish requirements for said fiscal year. The total tax rate of \$13.50 mills ( 13.00 for operating and .50 for debt retirement) shall be applied on all the taxable real and personal property in the City of Grosse Pointe as set forth on the assessment roll for 2008, and that the City Clerk shall certify said levy to the City Treasurer.

RESOLVED FURTHER, that a 1% property tax administration fee be added to the State Education Tax and County Tax which Will be billed with the 2008 Summer Tax billing and the 1% administration fee should also be added to the December tax roll to offset costs incurred by the City in assessing property values, collecting property tax levies, and in the review and appeal process.

RESOLVED FURTHER, that the Director of Finance is hereby authorized to transfer appropriations between the above Funds in compliance with Act No. 621, Michigan Public Acts of 1978.

UNANIMOUSLY ADOPTED.

**AMENDMENT TO 2008-09 FEE SCHEDULE**

Assistant City Manager Fincham made the following report:

A comprehensive review of the current fees that the City of Grosse Pointe charges for various services, registrations, permits and regulations was undertaken and approve by Council effective July 1, 2006.

Changes to the fee schedule since include parking fees approved in October, 2006 along with increases to the marina fees and a \$35.00 bulk metal pickup charge. As part of the annual fee review for all departments, the following fee changes for 2008-09 are proposed:

Construction (Building, Mechanical, Plumbing/Sewer and Electrical) – approximately a 5% increase

Parks and Recreation – Marina well fees will increase 3% as well as fees for activities including a new residential fee for Platform Tennis Seasonal Memberships and daily access fees, and swim team and swim lesson increases effective for the summer of 2009.

Finance – Commercial refuse pickup will increase 5%; which has not increased in more than 10 years and anticipates an increase in contracted disposal costs.

All of the proposed fee increases are assumed as part of the 2008-09 budget revenues required to balance with expenditures. Discussion took place regarding the proposed fee schedule.

Motion by Council Member Weipert second by Council Member Stevens to adopt the City fee schedule as proposed effective July 1, 2008 to June 30, 2009.

UNANIMOUSLY ADOPTED.

#### ADOPTION OF WATER/SEWER RATE

Finance Director Johnson made the following report:

The City of Grosse Pointe uses a combined water and sewage rate for customer billing. The current rate is \$53.50 per 1,000 cubic feet of water. The minimum quarterly bill is based on 1,300 cubic feet of water usage at a cost of \$69.55. The City's consumable water is supplied by the City of Grosse Pointe Farms and sewage processing is completed through the City of Detroit Sewage System. Grosse Pointe Farms is increasing the water purchase rate 10.26% this fiscal year, and the City of Detroit sewage rate will increase 5.07%. Consequently, to continue to provide the same level of service to our residents and provide adequate reserves for anticipated capital improvements, a rate increase is necessary. An increase of 9% is recommended which would increase the combined water and sewage rate to \$58.32 per 1,000 cubic feet, bring the cost of a quarterly minimum bill to \$75.82. This is equivalent to an increase in a minimum bill of \$6.27 per quarter, or approximately \$2.09 per month. In addition, the City's recent water rate study recommends the same minimum bill rate be applied to all separate commercial fire service lines as a Readiness-Serve Charge. The proposed rate will give the City the ability to recover the increase in the cost of water supplied to customers, but also allow the City to continue to make capital improvements to the system such as sewer lining, Neff Pumping station improvements and water meter and read system replacement. Council discussion took place regarding the proposed rate. Discussion took place regarding the proposed water and sewer rate.

Motion by Council Member Weipert second by Council Member Parthum to approve the 9% increase in the combined water and sewage rate for 2008-09 and authorize a Readiness-to-Serve Charge for all dedicated commercial fire service lines equal to the minimum quarterly charge.

UNANIMOUSLY ADOPTED.

#### ORDINANCE ADOPTION

MOTION by Council Member Weipert supported by Council Member Parthum, that the following ordinance be adopted:

#### **ORDINANCE NO. 376**

An Ordinance to amend Section 78-143 of the Code of Ordinances  
of the City of Grosse Pointe, water/sewer rates

(For complete text of Ordinance No. 376 - see Ordinance Book of the City of Grosse Pointe)

UNANIMOUSLY ADOPTED.

BID AWARD – PAINTING OF CITY OFFICE, PUBLIC SAFETY, BATH HOUSE AND POOL OFFICE

Public Service Director Weitzel made the following report:

The City received three bids to repaint portions of the exteriors of four City owned buildings. This type of maintenance on city buildings is important to prevent deterioration and maintain attractiveness. The following is a list of bidders who submitted a quote:

Rely-On Construction	\$8,000
Charles "Chip" Gibson Painting	\$8,500
Michael A. Meda	\$9,000

Funds for this work would be charged to the appropriate department's building maintenance line items. Sufficient funds are available for this budgeted expense.

Motion by Council Member Stevens second by Council Member Stempfle to authorize the award of bid to Rely-On Construction in the amount of \$8,000 to repaint exteriors of City buildings.

UNANIMOUSLY ADOPTED.

AUTHORIZE PURCHASE OF PARKING CITATION SYSTEM

Public Services Supervisor Huvaere made the following report:

On April 25, the City sent out five requests for proposals (RFP) for a Parking Citation System. The system includes two handheld ticket writers and software to export vehicle information into the state of Michigan's Judicial Information System, (JIS). The equipment includes camera (to document violation conditions), printer on handheld unit (to print out the tickets), and 5 years of support/software licensing/warranty. Three proposals were received and are listed below:

Duncan Parking Technologies	\$ 31,132.00 with above options
T2 Systems, Inc.	\$ 50,484.00 with above options
Cardinal Tracking Inc.	\$ 32,197.50 with above options

Overall, the Duncan proposal best meets the needs of the City of Grosse Pointe. The City of Grosse Pointe Farms, Ypsilanti and the City of Detroit are cities in Michigan that utilize the Autocite handheld device by Duncan Parking Technologies. City of Grosse Pointe Farms is happy with its ease of use and exporting into the court systems JIS program. The handheld unit seems to be more user friendly than the Cardinal and all equipment features of the Duncan system are integrated into the handheld unit. Cardinal Tracking did not demonstrate, as requested by the RFP, any Michigan municipalities utilizing their equipment, nor experience integrating their software with the State of Michigan Court software JIS. Cardinal also does not demonstrate compatibility with the City's network server. The ability to automatically download ticket citation information into the JIS software is a key reason for implementing this system. It eliminates the current method of double manual entry of ticket information (first when the ticket is written, and then when the ticket information is typed into the JIS software by Court personnel). Cardinal's system is also a licensing of the software, not an outright purchase. The features of the T2 system do not justify the significantly higher cost of that system (more than \$19,000 additional). Discussion took place regarding the citation systems.

Motion by Council Member Weipert second by Council Member Parthum to authorize City staff to execute an agreement with Duncan Parking Technologies for the purchase of the Autocite parking citation issuance system.

UNANIMOUSLY ADOPTED.

## REQUEST FOR GROSSE POINTE FARMS WATER PLANT ENGINEERING

City Manager Dame made the following report:

In January 2008, Council agreed to participate in an Ad Hoc Committee regarding the significant Grosse Pointe Farms Water Plant capital upgrades needed to continue to serve the Farms and City and the potential for expanding the plant to service Grosse Pointe Woods and Shores. In addition, the City Council authorized the hiring of a water and sewer rate expert, Raftelis Financial Consultants, Inc. (RFC), to examine the City's capital infrastructure funding needs and to evaluate the impact of a potential upgrade and/or expansion of the Farms plant. RFC has been reviewing the proposed Farms Water Plan capital upgrades and cost issues which resulted in a report that was presented at the budget hearing. RFC's report concluded that the expansion of the Farms plant to also serve the Woods and the Shores "should result in a lower rate to the City based on preliminary engineering estimates and analyses conducted by Plante Moran and RFC."

To take the upgrade and potential expansion of the water plant further, a series of updated action steps has been developed which calls for applying for a SRF interest loan to the State of Michigan to at least upgrade the Farms plant by July 1, 2009. To proceed to the next step, additional engineering and pilot testing of a new water membrane filtration method is required and a project plan needs to be prepared to apply for the low interest SRF loan. All four communities have been asked to share the cost of these next steps based on the proportion of total water consumption. The City of Grosse Pointe is asked to contribute \$29,260 based on the breakdown of the engineering and testing proposal and the proposed sharing of costs submitted to Council.

Discussion took place regarding the project timeline and cost breakdown for engineering. It was noted by the City members of the Ad Hoc Farms Water Plant Committee that RFC has been a valuable resource during the upgrade and proposed plant expansion process. Further discussion took place regarding this topic.

Motion by Council Member Weipert second by Council Member Stevens to authorize expenditures not to exceed \$29,260 for engineering and testing necessary to upgrade and potentially expand the Farms Water Plant and to prepare the project plan for an SRF application to the State of Michigan.

UNANIMOUSLY ADOPTED.

## CITY WEBSITE RE-DESIGN PROPOSAL

City Clerk Arthurs made the following report:

The City website serves as a communication tool to provide information to Grosse Pointe residents about City government, programs, services and events. It also serves as a resource for those seeking information about doing business in or moving into the City of Grosse Pointe. In an effort to improve city operations and enhance the functionality of the City website, Request for Proposals to re-design the City of Grosse Pointe website were distributed to eleven website developers. The City received three proposals on May 14 from Tech Resources Inc., Local Solutions and Harrington Communications. Proposals costs were discussed.

After reviewing the proposals submitted and their municipal references, it has been determined that the Local Solutions, LLC proposal demonstrates the suitable skills to develop a website that is visually appealing, concise, simple to use, easy to maintain by non-technical City employees, expandable, and able to accommodate the future addition of electronic payments and transactions. Local Solutions' proposal has included, at no additional cost, features such as a calendar, photos and text editing with no page limit. Local Solutions partners with 3Sixty Interactive, a web development and interactive marketing firm, to assist in the graphic design of websites. Most importantly, after examination of examples of the respondents' sites for other cities, Local Solutions is capable of developing a website that has a professional appearance, a strong presence on the Internet and captures the spirit of the City of Grosse Pointe.

Motion by Council Member Stempfle second by Council Member Weipert to authorize an agreement with Local Solutions, LLC for the re-design of the City of Grosse Pointe website.

UNANIMOUSLY ADOPTED.

## ORGANIZATION OF POTENTIAL DOWNTOWN DEVELOPMENT AUTHORITY BOARD

City Manager Dame made the following report:

At the April 2008 meeting, the City Council held a hearing to receive public input on whether to form a DDA to promote the betterment of the Village. Comments from the public and the Council on the concept of establishing a DDA were nearly universally positive and several comments were posed about how the DDA board would be comprised. As a response to those questions, staff has developed an organizational structure for the Council to consider. After consulting with the business community, a DDA Board organizational format was created. Copies of the proposed organizational makeup of the Board, DDA Board application and the appointment process were submitted to the Council for review. It was noted that under the law, the DDA Board, once constituted, determines who the Chair of the Board would be. This is not determined by the initial appointment process. It was noted that notice would be prepared and published in the newspaper, posted on the City website and distributed to property owners in the district. Discussion took place regarding the process and DDA Board application. It was noted that there are no term limits for appointments and there is no compensation for the position. However, actual costs can be reimbursed.

Motion by Council Member Stevens second by Council Member Parthum to approve the potential Downtown Development Authority Board organizational makeup and establishment process subject to the future adoption of an ordinance establishing a DDA.

UNANIMOUSLY ADOPTED.

### PUBLIC COMMENT

Anneliese Bajer expressed concerns regarding the expansion of the alley behind her business and where lessees will be allowed to park during the construction.

### STAFF REPORTS

Public Service Director Weitzel updated Council on the DTE upgrade project on Rivard. He also commented that the road resurfacing projects on Rivard and Washington are progressing well and residents are pleased with the work. City Manager Dame thanked Finance Director Johnson for her work in preparing and completing this year's budget.

### COUNCIL COMMENT

The Council commented on the following topics:

- Beautification Commission will be planting flowers at Neff Park on Wednesday, May 21.
- Paint the Window contest in the Village was a success and well received by residents.
- Michigan Week dinner is being hosted by Grosse Pointe Shores on June 4.

On Motion, the meeting was adjourned at 9:02 p.m.

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Julie E. Arthurs, City Clerk  
City of Grosse Pointe